

**SUSSEX COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE  
MEETING MINUTES  
MARCH 11, 2010**

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There were 14 members in attendance.

Chip Stevenson	Sussex County LEPC
Marilyn O'Neal	Perdue
William Matsinger	Town of Blades
Shannon Splittorff	DNREC
Tim Cooper	SCEMS
David Mick	Kent County LEPC
Terry Kauffman	Milford Hospital
Jay Brabson	DNREC
Ric Chatham	Chesapeake Utilities
Joe Beyerl	Mountaire
John Ward	Mountaire
Marc Evans	31 <sup>st</sup> CST
Mike Love	U of D Coop Extension
Roseanne Pack	DEMA

Before the meeting was called to order, a special presentation was made to Marilyn O'Neal by David Baker, Sussex County Administrator and Joe Thomas, Director of Sussex County Emergency Operations Center. A plaque was presented to Marilyn in appreciation for her work as the interim Sussex County LEPC Chairman.

Chip Stevenson called the meeting to order at 10:05 a.m.

The minutes of the January 14, 2010 meeting were approved.

All attendees introduced themselves.

## **REPORTS**

**Tier II Manager-** Shannon Splittorff from DNREC-EPCRA reported that the Tier II reporting deadline was March 1<sup>st</sup> with 62 facilities that have not filed yet. She also reported on the upcoming availability of a GIS map overlay and the ability for fire chiefs to access the Tier II database.

**Incident Reports-** Tim Cooper of SCEMS reported no DECON team activation since the last LEPC meeting.

**DEMA Updates-** Roseanne Pack from DEMA provided information about the 3<sup>rd</sup> annual Delaware HazMat Conference. The conference will take place

April 9-11. Friday night will feature a teambuilding dinner with a guest speaker at Little Creek Fire Hall. Training sessions will be held from 8:00 a.m. to 4 p.m. at Delaware State Fire School in Dover on Saturday and Sunday. Dinner and registration are both at no charge.

**Decon Trailer Updates**-Dave Mick, Co-Chairman of the Decon Trailer User's group and Tim Cooper, the Sussex County representative for the group, gave a joint report. They reported that a Field Decon Unit is in the process of being moved to Lewes Fire Company. It will be used to supplement Beebe Hospital's Decon Unit, as needed. The group is also working on standardized statewide dispatch procedures for the FDU's, as well as standard operating procedures and training.

**Sussex LEPC Chairman** -Chip Stevenson reported on the following subjects:

- He reported on his facility visits. He visited the Lewes Dairy in Lewes. He also visited two facilities operated by Intervet with Jay Brabson.

- The training session being presented by Norfolk Southern Railroad is still in the process of being arranged.

- He will be meeting with all new fire chiefs soon to update them on the Tier II information for their district.

- He is in the process of making contacts with members of Seaford Mutual Assistance Group (SMAG).

**PRESENTATIONS:**

Marilyn O'Neal of Perdue and Jay Brabson of DNREC-ARP provided a presentation on industry and DNREC's perspective on Process Safety Management.

***NEXT MEETING: THURSDAY, MAY 13, 2010, 10AM AT THE SUSSEX EOC IN GEORGETOWN.***